

**Meeting Minutes**

**February 1, 2017**

**City Hall, Conference Room 4**

**10. Call to Order:** Meeting was called to order at 5:31pm on February 1, 2017 by Commissioner Dos Remedios

**20. Roll Call:**

Commissioner Vice Chair Ed dos Remedios

Commissioner Gary Liming

Commissioner Loren Simmonds

Chief Examiner/Secretary Samantha Hoppe

Battalion Chief Mike Hudson

**30. Approval of Minutes:**

Commissioner Liming moved to approve the meeting minutes of January 4, 2017 as written.

Commissioner Simmonds seconded the motion. Motion passed.

**40. Public Comments:** No public comments.

**50. Staff Update:** None.

**60. New Business:**

**60.1 Discussion of proposal to remove the Fire Chief and Police Chief**

Commissioner dos Remedios discussed that the Commission received an invitation to the City Council work session on January 17<sup>th</sup>. There will be a voting on the removal of Fire Chief and Police Chief from civil service rules in February. Commissioner dos Remedios asked for input from commissioners. Commissioner Liming believes the City will move forward.

Commissioner dos Remedios provided comments as Chair of the Commission in a written document (attached). Commissioner dos Remedios read written comments aloud.

Commissioner dos Remedios will send written comments to the Council.

**60.2 Discussion of positions in the Fire and Police Department Classification**

Commissioner dos Remedios explained that we either follow the civil service rules or the RCW and shouldn't flip flop between them.

**60.3 Update on Police Chief Hiring Process**

Sam Hoppe indicates there are no updates on the Police Chief hiring process. The Mayor has asked to put a hold on the recruitment. Commissioner Simmonds explained that per Christine, HR Director, at the December 14<sup>th</sup> commission meeting she explained the recruitment plan for the Police Chief. There was to be an RFP completed in January and posted for 30 days.

Commissioner Simmonds is concerned there has been some deception from the administration.

Commissioner Simmonds explained there had been no communication from the administration about removing the Chiefs from civil service. Communication came from Commander Steichen

1 at the December 14<sup>th</sup> meeting. Commissioner Simmonds also explained there has been no  
2 updates in the changes to the Police Chief recruitment plan. Sam Hoppe asked if the  
3 commission is asking for additional communication. Commissioner dos Remedios stated that  
4 any communication would be appreciated.

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6 **60.4 Report on process to replace the Fire Chief**

7 Sam Hoppe explained that Brad Reading from Fire District 1 will be assuming former Chief  
8 Cockrum's duties as interim Chief for both agencies. Battalion Chief Hudson explains current  
9 management structure in the blended-management for Lynnwood Fire and Fire District 1.

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11 **60.5 Public Notice requirements for CS Commission meetings**

12 Commissioner dos Remedios asked if civil service meeting notices were posted in the Everett  
13 Herald. Sam Hoppe indicated that all meeting minutes and agendas are now posted to the City's  
14 website. Commissioner dos Remedios suggested to update the current civil service rules to  
15 reflect that change. Commissioners agreed to bring additional revisions to next meeting.

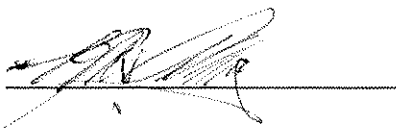
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17 **70. Old Business:** None.

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19 **80. Comments for the Good of the Order:**

20 Commissioner dos Remedios thanked Sam Hoppe for her work.

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22 **90. Adjournment:** Meeting adjourned at 6:13pm.

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24 **Approved:**

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30 Commission Chair/Vice Chair

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Commission Secretary/Examiner

## Civil Service Commission Meeting, 02/01/17 - Commission Chair Comments

### New Business, Item 60.1

For the record I will express my disappointment with the process adopted by the Administration in their proposal to remove the Police Chief and Fire Chief from the Civil Service Classification.

At no time was the Civil Service Commission officially notified of the proposal which was introduced to the City Council at the January 17 Work Session. Contrary to HR Director Christine Scarlett's memorandum of January 27 to the Lynnwood City Council, she did not "notify the Commission of the Mayor's intent to remove the Police and Fire Chiefs from Civil Service". The record correctly shows that during the Civil Service meeting on December 14, 2016, under **Comments for the Good of the Order**, it was Commander Steichen who "advised the Commission the City was considering removing the Police Chief and Fire Chief positions from Civil Service". He added that "it was not a done deal but that there were serious conversations regarding this issue".

Commissioners were invited to the 01/17/17 Work Session, 01/23/17 Business Meeting, and the 01/30/17 Work Session by City Council Members but not by any member of the Administration. Further, the Commission has not received any correspondence or documentation on this matter.

While this inaction may seem puzzling, it is consistent with the approach taken by the Administration when it requested an 18 month window to hire a Police Chief in July of last year. After much input, deliberation and consideration, the Commission decided on a 12 month window, only to find out the next day that an 18 month contract was extended to the Acting Chief.

I feel compelled to ask what role this Commission has in the current Administration.